

INTRODUCTION

It is the policy of the Board of Selectmen that any development which includes affordable housing units shall market the units to qualified purchasers or tenants in a manner that gives the maximum preference allowed by law to residents of the Town of Shrewsbury or their immediate relatives, and to persons with a direct connection to the Town of Shrewsbury such as immediate relatives of a current resident, employees of the Town of Shrewsbury or the Shrewsbury Public Schools, employees of a Shrewsbury business establishment, or parents of children currently enrolled in the Shrewsbury Public Schools, all in accordance with a Regulatory Agreement to be executed pursuant to the requirements of an affordable housing deed restriction.

As used in this policy statement, the following words or phrases shall have the meanings identified below:

Qualified Purchaser or Tenant	A low- or moderate-income individual or household that meets the requirements to purchase or rent an affordable housing unit under the regulations of the applicable state or federal subsidy program
Affordable Housing Unit	A housing unit that is restricted for occupancy by and affordability to persons of low- or moderate-income as defined in G.L. c.40B Section 20

Preference Category	Includes the Following Applicants
Resident of the Town of Shrewsbury	<ul style="list-style-type: none"> An individual who currently resides within the corporate limits of the Town of Shrewsbury; <u>or</u> An individual who previously lived in Shrewsbury and was involuntarily displaced due to condominium conversion
Immediate Relative	<ul style="list-style-type: none"> The mother, father, brother, sister, daughter, son, spouse or domestic partner of a resident of the Town
Town Employee	<ul style="list-style-type: none"> An individual currently employed by the Town of Shrewsbury and who has been continuously employed by the Town for at least 24 months prior to the date of application for an affordable housing unit; <u>or</u> An individual formerly employed by the Town (a) for a continuous period of at least 24 months and (b) at the time of the application is retired and receiving retirement benefits as a result of employment by the Town
Shrewsbury Business Employee	<ul style="list-style-type: none"> An employee of a business establishment that is physically located in Shrewsbury and whose employees customarily work in Shrewsbury and who has been continuously employed within the Town for at least 24 months prior to the date of application for an affordable housing unit

MARKETING PLAN

The number of affordable units to be made available to Local Preference purchasers or renters shall be determined in accordance with the regulations of the applicable state or federal subsidy program. Unless otherwise prohibited by law, Local Preference units shall constitute at least 70% of all affordable units in a development. Any development with affordable housing units shall submit a Local Preference

Allocation Plan for approval by the Board of Selectmen prior to the issuance of any building permit. The plan shall describe the following information:

- Procedures to be followed to make units available to Local Preference applicants, including advertising and other means of outreach or notification, the design of a lottery or other means to select qualified purchasers or renters from Local Preference categories, pre-qualification or screening criteria to verify the eligibility of Local Preference applicants to purchase or rent an affordable housing unit, all application forms and instructions to applicants, and the name and address of the certifying agent who will review each affordable unit application to verify eligibility.
- Procedures to be followed to assure that the project overall complies with state or federal affirmative marketing requirements.

It is understood that in addition to approval by the Town, the developer must meet the requirements of the Department of Housing and Community Development or other agency with jurisdiction over the project.

LOCAL PREFERENCE WEIGHTING

Developments with fewer than 10 affordable units may make all of the affordable units equally available to eligible Local Preference applicants. For developments with 10 or more affordable units, Local Preference applicants will be determined by weighted selection criteria, which define the Local Preference priorities of the Town of Shrewsbury. Based upon the four (4) selection criteria listed below, applicants are ranked into priority groups and then into a lottery/selection process.

Local Preference Selection Criteria Assigned/Weighted Rank	Points Assigned
Resident of the Town of Shrewsbury	50
Town Employee (Current or Retired)	25
Immediate Relative of Town Resident	15
Employee of Shrewsbury Business	20

OTHER REQUIREMENTS

The Board of Selectmen may establish additional qualifying criteria for affordable housing unit applications, such as a minimum household size for applicants to qualify for a three-bedroom dwelling unit or higher-priority access for single parents with children. Developers should consult with the Board or its designee prior to preparing a Local Preference Allocation Plan in order to determine whether additional qualifying criteria are appropriate or desirable for a particular project.